

SAM 10 Wireless Printing

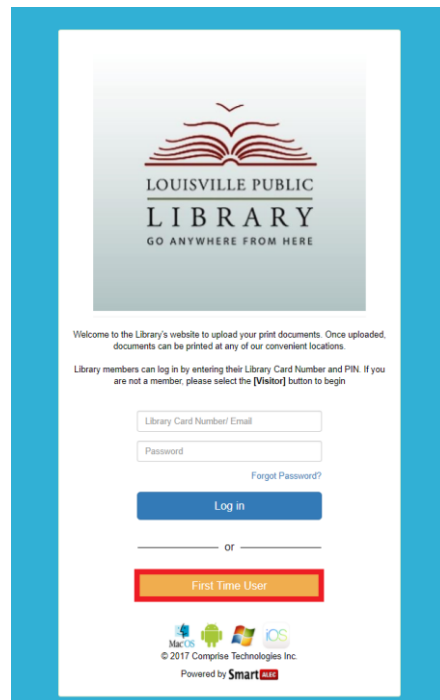
The new and improved SAM 10 wireless printing has arrived! Patrons with their personal computers and tablets can now print to our print release stations. Please have them follow the following steps in order to successfully be able to print.

1. Go to the following **website** on the patrons computer:

<https://smartalec.smartalecprint.com/smartalec?id=louisvilleco>

2. **NOTE:** Anyone who has not done this step the first time will **NEED** to do this step first so that their account will be in the database.

Click on **First Time User**.

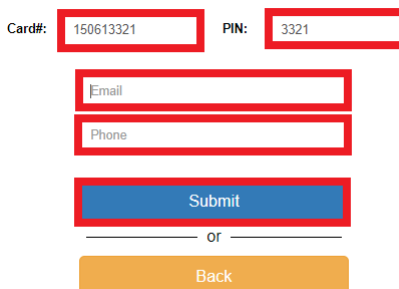


3. If you **DO NOT** have a library card, **DO NOT** clear the Card# and PIN as this is your **temporary card** to print from the print release station.

If you do have a library card, clear the values in the **Card#** and **PIN** and enter your information. Please include the letter at the beginning of your card number.

Please input your **email address** and **phone number**. The system will send your information to the email address provided including your card number and PIN.

Once completed, hit **Submit**. This will take you back to the login screen where you can now log in.



4. Enter your library card or temporary card number provided to you and hit Log in. Please include the letter at the beginning of your card number if it's not a temporary card.

5. Once you are in, you will see the window below. Hit the **Choose File** button, select the file you would like to print and hit **Open**. Next select the **Upload** button to put it in the queue. You will now see the file in the list. Repeat the process as necessary to upload more files.

Account Info

Documents: 0

Upload Documents

Step 1 → Step 2

Select a file to upload

Choose File No file chosen

Only pdf, doc, docx, xls,xlsx, ppt, pptx, csv, txt, html, rtf, jpg, png, and bmp file is allowed.

- File deleted successfully

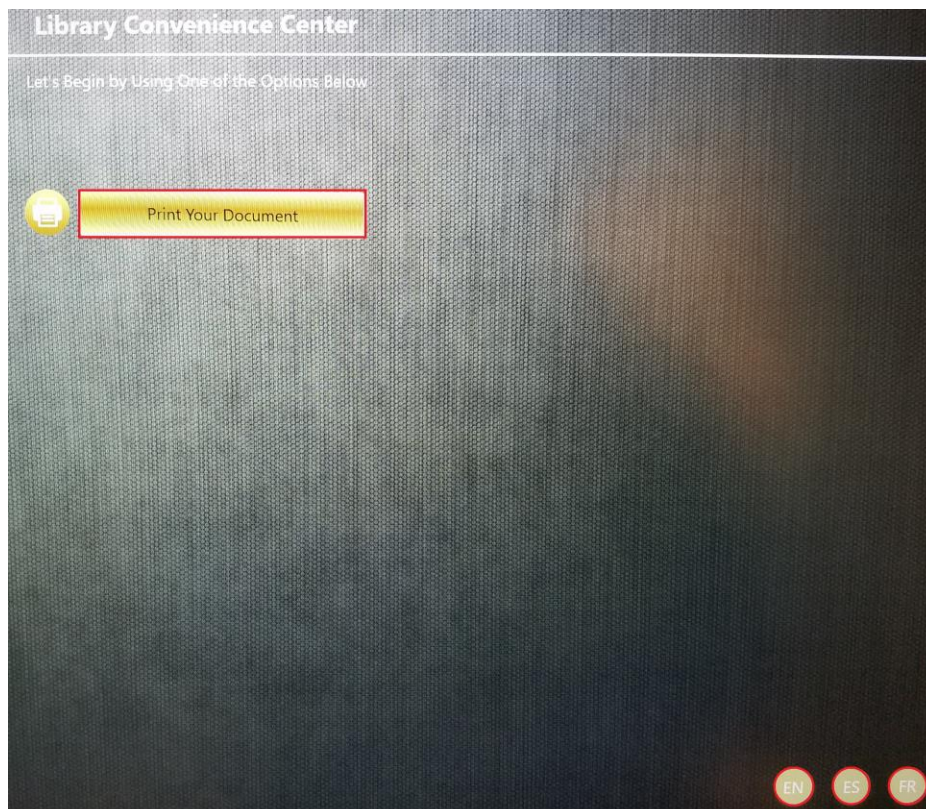
Upload

Document Name	Pages	Upload Date	Expiration Date	Preview	Delete
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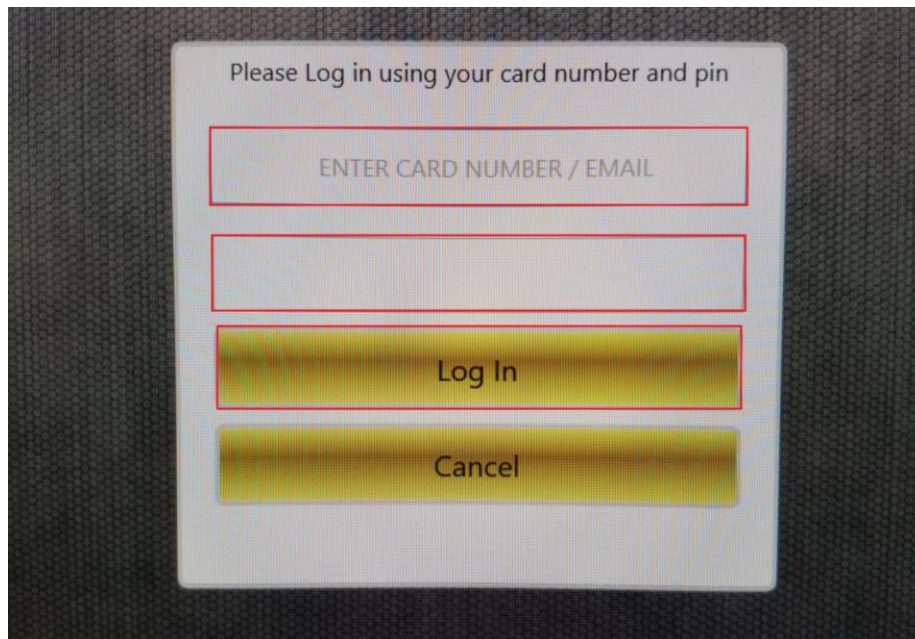
Printed Documents 1

Mac OS Android Windows iOS
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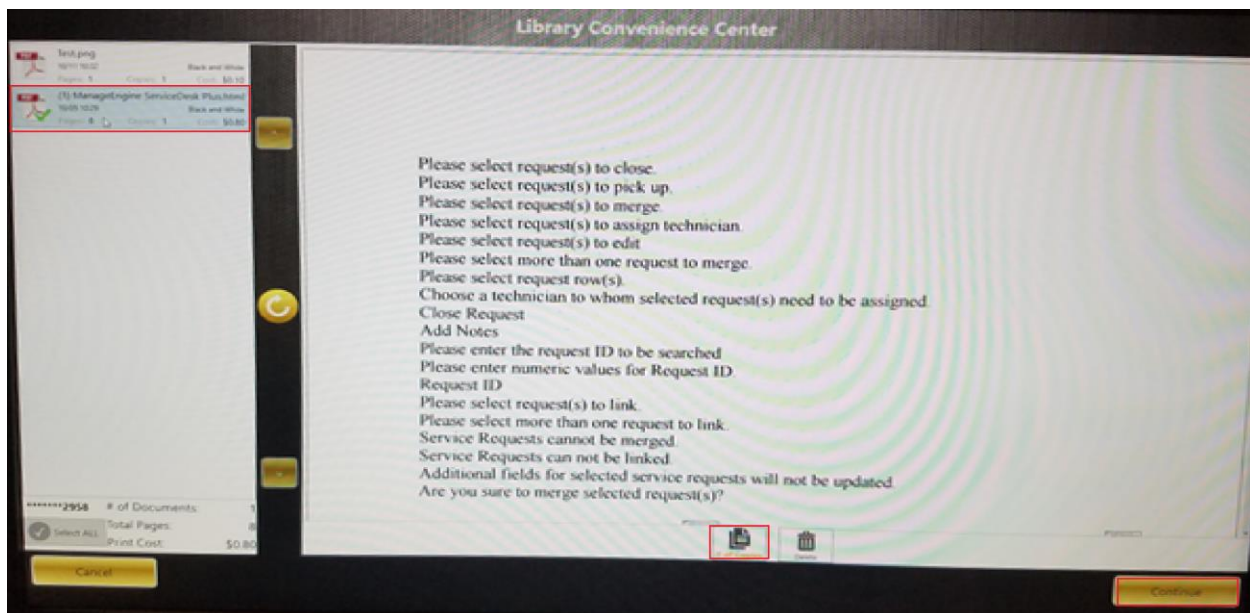
6. Now go to the print release computer to print your documents. Hit the **Print Your Document** button. If you need to change languages, select the buttons on the lower right hand corner. You can choose between **English** (default), **Spanish** or **French**.



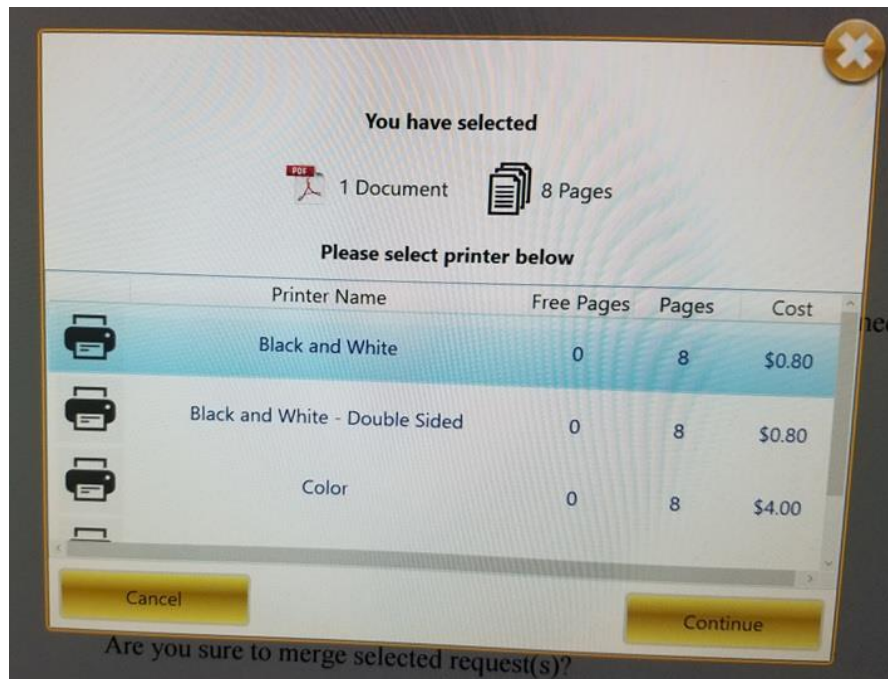
7. You will be prompted to put your **Library Card number** and **PIN**. This will be the same as what you logged in with on the web portal. You can also enter the **email address** you registered when you first signed up on the web portal. When completed, hit **Log In**.



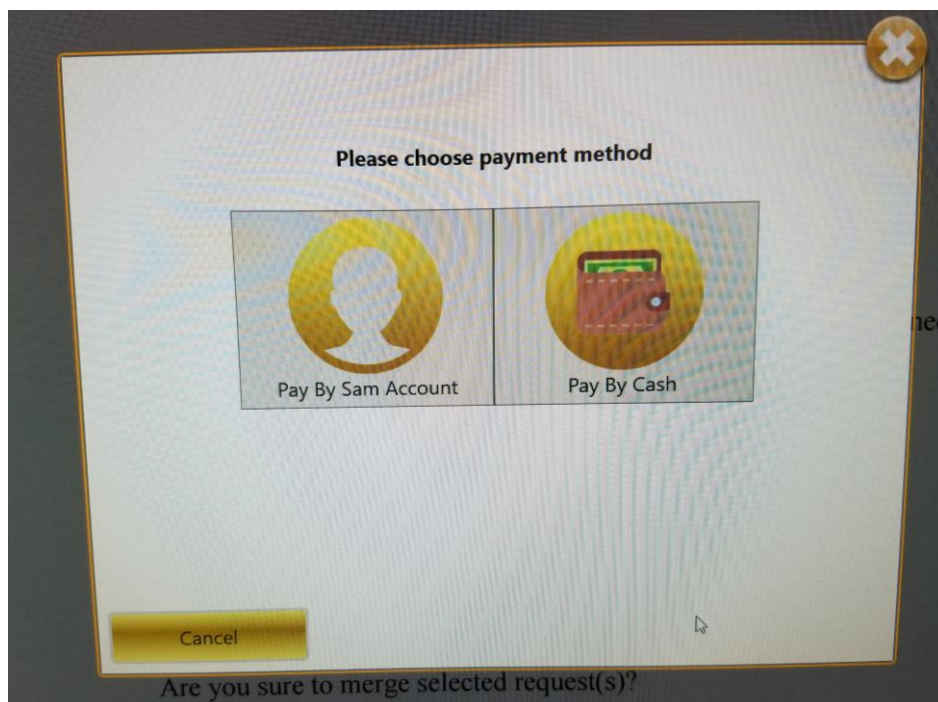
8. **Select** the document from the left hand side and then hit the **Continue** button on the bottom right.



9. **Select** if you want to print in **black and white** or **color**. You also have the option to print single or double sided.



10. Select if you want to print with **SAM** or cash by inserting **coins** in the coin machine to pay for the transaction.



11. Once you are ready, hit **Print** and your print job will come through the printer.